



Director of Philanthropy for Light of Loving Kindness

Submit a cover letter, resume and employment application to info@lightoflovingkindness.org to apply now.

Who We Are

Light of Loving Kindness is a 501(c)3, non-profit organization, whose divine purpose is to promote Hope, Health, Healing, & Wholeness through hands-on workshops, resiliency services, and education as it relates to the scientifically proven benefits of integrative holistic solutions and mindfulness-based interventions (MBI).

Description:

Light of Loving Kindness (LOLK) seeks an experienced philanthropy professional with a passion for nonprofit excellence. As a member of LOLK's senior leadership team, the Director of Philanthropy will create, execute, and evaluate all philanthropy strategies with a donor-centered philosophy to ensure a diverse and sustainable revenue portfolio to support LOLK's mission. This candidate will create and effectively manage the organization's communications plan to build a consistent brand and to develop and strengthen relationships with key stakeholders.

Qualifications:

- Bachelor's degree and professional experience in philanthropy required.
- Demonstrated ability to build a culture of philanthropy within an organization and to enthusiastically and successfully engage in one-on-one solicitation and ongoing donor stewardship.
- Comfort and facility with a wide range of philanthropic work, including solicitation and stewardship of individual, foundation and corporate donors, donors and potential donor cultivation and research, grant writing, and special events.
- A successful track record in executing on strategy, setting priorities, managing multiple projects, and working effectively under pressure to achieve individual and organizational goals.
- Highly organized, detail-oriented, reliable, and flexible; thrives in a fast-paced environment; a driving force who manages toward clarity, finds solutions and is able to think strategically about the organization.
- Excellent verbal and written communication and interpersonal skills, an ability to listen to and balance, negotiate and work with a variety of internal and external stakeholders.
- A consummate team player with a flexible, collaborative, and creative approach who can lead and empower teammates to contribute their best.
- Experience with Microsoft Office, WordPress, donor databases, web-based applications and use of the internet for research required.
- Personal qualities of integrity, credibility, and a commitment to LOLK's mission.

**Skills:**

- Excellent organizational skill
- Excellent time management skills
- Good written and spoken communication skills
- Accuracy and attention to detail
- A calm and professional manner
- Excellent administration and computer skills
- Flexible and adaptable approach to work
- The ability to use your own initiative
- Tact and discretion for dealing with confidential information
- Time management skills
- Ability to remain calm in stressful situations
- Knowledge of the latest Microsoft software
- Ability to partner well with a team or to work independently of a team
- Ability to work in a self-paced, self-motivated environment
- Ability to complete tasks with minimal direction
- Ability to research.
- Ability to type using appropriate writing style for a professional setting

Job Type:

- Paid, Part-time, Temporary
- Potential for permanent placement

Benefits:

- Develop professional workplace standards
- Ability to network and make professional career connections
- Ability to work on several projects created to provide holistic integrative solutions and mindfulness-based interventions for all age groups, including children, teens, families, adults, and seniors
- Opportunity to attend events and interact with donors
- Build your resume
- Develop interpersonal communication skills
- Ability to learn more about mindfulness for self-development
- Ability to give back to communities that are considered to be underserved, underrepresented, impoverished, and trauma-affected

Have questions? Send us an e-mail: info@lightoflovingkindness.org